I. Purposes/Goals
   a. Fully excavate, document, and recover artifacts from up to 2000 square feet in the mid-ship/forward site area
   b. Recover cannon C13 from excavation-documentation area
   c. Map and photo document any newly exposed areas of the site
   d. Collect sand elevations from established locations
   e. Offer educational/experience opportunities to marine science and underwater archaeological students

II. Participants
   a. NC UAB-QAR (* approved diver)
      i. *Chris Southerly – QAR Chief Archaeologist, Field Operations Director, Dive Safety Officer
      ii. *Mark Wilde-Ramsing – QAR Project Director; UAB Archaeologist
      iii. *Richard Lawrence – UAB Archaeologist Supervisor; NC Deputy State Archaeologist, Underwater
      iv. *Nathan Henry – UAB Archaeologist, Conservator
      v. *Julep Gillman-Bryan – UAB Dive Safety Officer, Vessel Captain
      vi. *Wendy Welsh – QAR Conservator
      vii. *Franklin Price – QAR Archaeologist/Conservator
      viii. *Lauren Hermley – QAR Archaeologist Technician
      ix. *Lisa Briggs – QAR Archaeologist Technician
      x. Karen Browning – QAR Digital Technology Specialist
      xi. Sarah Watkins-Kenney – QAR Chief Conservator
      xii. Shanna Daniel – QAR Conservator
      xiii. *Rick Allen (Nautilus Productions) – Videographer (volunteer)
      xiv. *Jim Dugan – Archaeologist Technician; EMT (volunteer)
      xv. *John Masters – Archaeologist Technician (volunteer)
      xvi. Jim Craig – Geologist (volunteer)
      xvii. Lindley Butler – Historian (volunteer)
      xviii. Linda Carnes-McNaughton – Archaeologist (volunteer)
   b. North Carolina Maritime Museum
      i. *Dave Moore – Archaeologist, Historian
      ii. David Nateman – Special Projects Curator
      iii. Joe Schwarzer – Director NCMM Beaufort, Southport, GAM
   c. North Carolina Marine Fisheries (R/V Shell Point)
      i. Tom Piner – Captain, Vessel Operations, Surface Support
      ii. As Assigned – Mate, Vessel Operations, Surface Support
   d. US Coast Guard Sector North Carolina - Fort Macon
      i. CAPT June Ryan – Commander, Sector NC
      ii. CDR Greg Case – Deputy Commander, Sector NC
   e. Volunteers/Visiting Scientists/VIP Guests
      i. Local QAR Supporters – Coordinated and approved in advance with Project Director and Field Director
ii. Topside Observers – Coordinated and approved in advance with Project Director and Field Director

III. Decision Making/Authority
   a. Project Operations – Chris Southerly will supervise and coordinate all project operations.
   b. Vessel Operations – The boat captain(s), in consultation with project and diving supervisors, will have final authority regarding cancellation or termination of field operations because of adverse sea or weather conditions.
   c. Diving Operations – All diving operations will adhere to the guidelines set forth in the NC UAB Diving Safety Manual (2004 revision). Julep Gillman-Bryan (UAB DSO) will have final authority regarding cancellation or termination of diving activity. The DSO with advisement from the Diving Control Board members will have final authority to determine individual diver competency (staff or visiting) to participate in diving operations.
   d. Artifact Recovery – The field director in conjunction with the field conservator will be responsible for determining recovery status and procedures of any artifact or object according to conservation/documentation protocols.
   e. Internal Communications – Mark Wilde-Ramsing or Chris Southerly will coordinate communication with State Archaeologist, Steve Claggett; NCMM Director, Joe Schwarzer; and DCR Public Affairs Office, Fay Mitchell regarding the progress of field activities, significant discoveries, or any changes to the plan or scheduling.
   f. External Communication – Mark Wilde-Ramsing or Chris Southerly will be primary point of contact for media interviews and scheduling.

IV. Methodology
   a. Reconnaissance – All areas will be carefully examined for erosive scour and all newly exposed remains will be mapped. No excavation is anticipated in these areas. Only exposed artifacts that are deemed diagnostic or fragile/endangered will be considered for recovery.
   b. Elevations – Sand levels data will be collected at established locations. Sand levels will also be recorded at the beginning and end of each excavation unit (as deemed appropriate by the documenting archaeologist).
   c. Unit Excavation – 5’x5’ units will be established on the site coordinate system according to the overall project recovery plan. All units will be referenced by the SW “stake” trilaterated from the baseline or determined by rigid grid. Sand overburden will be removed with a 6-inch water-induction dredge and placed off site in designated areas. Once the cultural layer is reached, excavation will be done with a 3-inch water induction dredge. Excavated sand will be passed through a gravity sluice and screening system for small artifact recovery. Sluice sediment from each unit will be field processed by screening and panning after completion to determine the presence of any micro-archaeological evidence.
   d. Mapping/Documentation – Major artifacts and concretions within the units will be tagged and labeled by the documentation diver. The object will then be sketch mapped and plotted showing general shape and orientation. Once tagged and sketched the object will be removed from the unit and set aside for recovery.
   e. Recovery – All artifacts to be recovered will follow the Conservation and Artifacts Documentation Protocol established by the QAR Conservation Lab.
f. Ballast uncovered by excavation will not be individually tagged or mapped. Distinct features will be noted on the unit sketch map prior to the ballast being placed in recovery buckets to be brought to the surface at the completion of the individual unit excavation. Features could include concentrations, clustering, boundary margins, and individual anomalies.

g. Photography/Videography – Digital photos will be taken of all excavation units as visibility allows to document in situ orientation of artifacts. Additional “working” photos will document the excavation and mapping process as visibility allows. Digital video may also be shot of all areas of the site to document conditions and change, and also for visual documentation of work being conducted.

h. Standardized daily work logs will be kept for diving operations, unit excavation-documentation-recovery, and overall site operations and conditions.

V. Logistics

a. Platform
   i. R/V Shell Point (NC Marine Fisheries) will be the primary platform for all field operations.
   ii. R/V Snap Dragon II (NC Underwater Archaeology Branch) will serve as the support vessel.

b. Operations
   i. Site Setup
      1. Moorings will be placed on the West, North, East, and South on the East screw eye and possibly the West screw eye.
      2. New screw eyes will be placed outside the margin of the site area, to allow better vessel positioning for excavations if necessary.
      3. Baseline will be laid and reference lines from the moorings in to the baseline will be placed for convenience and low visibility navigation.
      4. 5’x5’ units will be trilaterated in from the baseline and marked in the SW corner and secondary corners as appropriate.
      5. Once referenced, a rigid floating grid will be used to define the excavation units.
   
   ii. Mapping
      1. The site will be subject to visual reconnaissance and all areas previously unmapped (recently uncovered), will be drawn and measured in to the baseline for updates to the site map.
      2. All field drawings (including in progress drawings) will be scanned at the end of each field day.
      3. In situ digital photos will be downloaded from the camera and copies renamed with Q-AR/Field numbers for scaling and insertion in the CAD site map in unit folders.
      4. Photos will be scaled, drawn, and placed in AutoCAD based on sketch map coordinates for each object.
      5. No object will be removed from the units until fully documented by the mapping diver and tagged by the recovery diver.

   iii. Excavation
      1. Excavation of the test units will be done by a diver controlled water induction dredge system.
2. The pump on R/V Shell Point will be used with a diverter manifold so multiple intakes may operate simultaneously.
3. Sand overburden in the units will be placed in a designated area off the site, accessible for excavation backfilling.
4. Excavation within the cultural layer will have all outflows pass through gravity/sedimentation sluice and a ¼ inch mesh screen for small artifact recovery.
5. All sluice sediment will be kept for detailed micro-processing and analysis.
6. All field notes will be cleaned up and scanned at the end of each field week or more frequently if deemed necessary.

iv. Digital Photography/Videography
1. Photography will be done using a Nikon Coolpix 995 camera in an Ikelite housing. A second Coolpix 995 camera will be held in reserve, on site.
2. Film/slide photography will also be available using a Nikonos V camera system.
3. Video will be done using a HD digital camera system.
4. Camera downloads will take place immediately post dive to the UAB laptop for photo review and the photographer/diver will coordinate with the documentation technician to create a text reference file of the shots at that time.
5. Digital imagery will be done of any exposures from recent erosive scour.
6. Backups will be made of all digital imagery to a secondary recording device at the end of each day and prior to deletion from camera storage media.

v. Field Conservation, Stabilization, Documentation
1. All artifacts recovered will follow the Conservation and Artifacts Documentation Protocol established by the QAR Conservation Lab.

vi. Diving
1. All diving operations will conform to the guidelines set forth by the NC UAB Diving Safety Manual and will be conducted on open-circuit SCUBA or a surface-supply hookah system.
2. All working divers will be equipped with full-face mask and wireless communications.

vii. Shore support
1. Monitoring of site operations will be done via the site security camera from the QAR office at IMS.
2. Air fills for empty SCUBA tanks will be obtained from either Discovery Diving of Beaufort or Olympus Dive Center of Morehead City.

c. Housing
i. Fort Macon State Park
ii. USCG Station Fort Macon
VI. Public Relations  
   a. A mutually agreeable public statement about the expedition will be discussed and decided upon prior to the initiation of fieldwork regarding:
      i. Purpose
      ii. Contributors
      iii. Expected Results
      iv. Continued Work
   b. Richard Lawrence, Mark Wilde-Ramsing, and Chris Southerly, will determine the content of the above statement.
   c. Chris Southerly and Mark Wilde-Ramsing will be the main points of contact for media interviews and scheduling. Joe Schwarzer will handle all museum oriented media inquiries.
   d. All participants likely to interact with the public or press will be briefed on the above expedition statement.
   e. Official press releases will be channeled through Fay Mitchell at the DCR Office of Public Affairs using standard QAR “boilerplate” and additional information to be provided in the “message” mentioned above.
   f. Active media participation during the project is not encouraged. A public viewing will be scheduled following cannon recovery for media and interested persons to view the cannon prior to transport to the conservation facility.
   g. All media contacts will be reported promptly to the DCR Office of Public Affairs and the State Archaeologist.

VII. Planned Operation Time  
   b. Daily operations will commence by 0730 at the USCG Station Fort Macon dock, with vessels leaving the site by 1430 to return to dock, unless work and conditions dictate otherwise.
   c. Barring weather constraints, the planned work schedule will be Monday – Thursday 0730-1630, Friday 0730-1130, with weekends off.
   d. Initial site setup will be conducted from R/V Snap Dragon II September 12-16, 2008.
   e. R/V Shell Point will be on-site for operations beginning September 17, 2008.
   f. Recovery of cannon will take place during a period of calm sea conditions with as much advance notice to peripheral agencies and personnel as possible.